	1		F-0 1 0 3563
3 1994	(28) DATE SIGNED FEB. 2	ARCHIE	SIGNATURE
	1 to	ubject to archival review. be destroyed without clean 1614 of the State Admin	Contains Archives* State. (P
	ornia State	Contains no material subject to further review by the California State Archives	⁽²⁵⁾ Contains Archives
	tion 14755)	VAL SEL	PART III ARCI
	(24) DATE SIGNED	Lan Management	23) TITLE SOLVE
14755 «	L (Per Government Code Sec	DEPARTMENT OF GENERAL SERVICES: APPROVAL (Per Government Code Section	PART II DEPA
ment Coordinator PATE SIGNED 8 5 3	(17) TITLE Records Management (19) TELEPHONE 326-3012	Helen C. Olivar	(16) SIGNATURE-RECORDS AS (18) NAME (Printed or Typed) Helen C.
in matters pertaining to the retention and	head of this agency in matters strative Manual.)	I hereby certify that I am authorized to act on behalf of the head of this agency disposal of records. (Per Section 1611 of the State Administrative Manual.)	I hereby certify that disposal of records.
Retention Schedule by the Department of by this agency after a careful evaluation of	Recolds Retentionstablished by this	fice with dovernment Code 1 srvices is hereby requested. In Section 1667 of t	In accorda General Se all the fack
(15) DATE SIGNED	Come of the second	AWAGER DIRECTLY RESPONSIBLE FOR THE RECORDS	(13) SIGNATURE AAM
directly responsible for the records listed on need for the records, (per Section 1611 of ect as scheduled, and (for a revised sched-	son authorized to sign for the program manager) direct at all records are listed, that I have reviewed the need that each retention period is necessary and correct as schedule have been accounted for.	As the program manager (or person authorized to sign for the program manager) directly responsible for the records listed the attached schedule, I certify that all records are listed, that I have reviewed the need for the records, (per Section 1611 of the State Administrative Manual) that each retention period is necessary and correct as scheduled, and (for a revised schedule) that all items on the previous schedule have been accounted for.	As the pro the attache the State <i>L</i> ule) that al
		1 AGENCY STATEMENTS	PART 1 AGENO
1	1. NUMBER(S) (1) AFFROYA	(9) SCHEDULE NUMBER(S) (10) APPROV 010-1/3 87-112 001-1/11 86-168,	PREVIOUS SCHEDULE INFORMATION (If applicable)
(12)	7	010-4	NEW SCHEDULE INFORMATION (If applicable)
Amending SOME pages of a previous schedule. (Complete boxes 9 - 12.) NITE DATE 7) NUMBER OF PAGES (8) CUBIC FEET(Total Schedule)	ending SOME pages of a previous	SS 8-485-2294 (4) (3) SCHE	(916) 445-22
edule. (Complete boxes 5 - 11.)	Updating ALL pages of a previous schedule. (Comple	Suite 390 CA 95814 (or IMS C-40)	428 J Street Sacramento,
t previously been scheduled. (Complete boxes 5 - 8.)	CHECK THE APPROPRIATE BOX: (2) New Schedule of records that have not previously be	IERAL SERVICES CHECK TO ANANAGEMENT	TO: DEPARTME OFFICE OF
	Services Division Street	Submit three copies with three copies of the ADDRESS Records Retention Schedule, STD. 73. Member ADDRESS 400 P.	Submit three o
t System	Public Employees' Retirement DIVISION, BUREAU OR OTHER UNIT	Public DIVISION, BURI	
	DEPARTMENT, BOARD OR COMMISSION	(1)	
		RETENTION SCHEDULE	RECORDS RETENTION APPROVAL REQUIEST
ークシノ			

STD. 73 (REV. 5-92)

DEPARTMENT(1) Public Employees Retirement System	SCHEDULE NUMBER (2) 010-4	DATE (3) 12/14/93	
ORGANIZATIONAL UNIT Member Services Division	PAGE 1	OF	7 PA	IGES (4)
ADDRESS (Number 400 P Steplet Sacramento City)	DEPARTMENT OF GENERAL	L SERVICES APPRO	OVAL NUMBER (5)	ļ

See instructions on reverse	ADDRESS (Number 4	NA P	SIN	P éet		Sacra	mento City)	DEPARTMENT OF GENERAL SERVICES APPROVAL NUMBER (5)			
and in SAM 1600				, , , ,		00010	morre -					
ITEM CUBIC CALIFORNIA NUMBER FEET* STATE TITLE AND DESCRIP	TION OF RECORDS	MEDIA	VITAL	***************************************	RETE	NTION	1	PRA (Exempt) &	REMARKS			
(Triple space between tems) ARCHIVES (Triple space be USE ONLY)	'			OFFICE	DEPT.	SRC	TOTAL	IPA	(17)			
(6) (7) (8) (9)		(10)	(11)	(12)	(13)	(14)	(15)	(16)				
membership category and ret	irement formu	la	CO	verag	e, pr	oper 1	payro.	ll rep	ty for PERS membership, proper orting of member compensation, ciprocity with other retirement			
To maintain accurate informincluding maintenance of em	mation for ac ployment hist	tiv ory	re 7 a	and i s it	ny act relat	ive r es to	nember reti	s of remen	the PERS retirement programs, t system membership.			
their service credit by red	epositing pre ent or public	vi se	ous rv	ly-wi ice/e	thdra ducat	wn me ional	mber leave	contr per:	or members wishing to increase ibutions, paying contributions iods, or having adjustments and provided by law.			
To maintain individual members and to maintain individual necessities.	er accounts ar non-member acc	id a	nts	urate wher	serv requ	ice, ired	contr by ma	ibuti rriag	on, and interest earnings data, e dissolutions or other program			
To establish reporting crit contributions.	teria, contro	1,	an	d val	idati	on of	payı	coll :	reporting of member retirement			
	ly informatio	n t	0 1	nembe	rs and	l empl	oyers	rega	rding membership and/or account			
status.												

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DEPARTMENT(1) Public Employees Retirement	System	SCHEDULE 010	NUMBER (2) -4	DATE (3)	12/14/93
ORGANIZATIONAL UNIT Member Services Divis	ion	PAGE	2	OF	7 PAGES (4)
ADDRESS (Number 400 P Steelet	Sacramento ^{City)}	DEPARTME	NT OF GENERAL	SERVICES APPROV	AL NUMBER (5)

ITEM NUMBER		CALIFORNIA STATE	TITLE AND DESCRIPTION OF RECORDS	MEDIA	VITAL		RETE	NTION		PRA (Exempt)	REMARKS
(Triple space	e between	ARCHIVES	(Triple space between items)	≝	5	OFFICE	DEPT.	SRC	TOTAL	IPA	'
(6)	s) (7)	USE ONLY	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
1	30		MEMBER RECORDS/FILES (CASE MATERIALS)	P	de exercisa de la companya de la co	ACT.			ACT.	I/X	ACTIVE UNTIL CASE COMPLETED, THEN RETURNED TO CENTRAL RECORDS. DISCLOSURE AUTHORITY: GC SECS 6254(C) AND 20134, 20134.1 AND CC SEC 1798.34. (TECHNICAL SERVICES UNIT)
2	· 1		PUBLIC AGENCY CATEGORY CARDS	P	**************************************	10			io)	Mahamahandari dedereker sistemaker utburrek	(TECHNICAL SERVICES UNIT) RETENTION Authority-MANAGERS DECISION.
3	1		WORKLOAD CONTROL REGISTER CARDS	P		ACT. +1			ACT. +1		ACTIVE UNTIL CASE IS COMPLETED. (TECHNICAL SERVICES UNIT)
	7	Hold / Nothing Archings	CORRESPONDENCE FILES: NOTICE OF CHANGE FORMS (MEM-155) ADVISING EMPLOYERS TO MAKE DATA CORRECTIONS; OUTGOING REQUESTS TO MEMBERS OR EMPLOYERS FOR INFO.	P		1			1	I/X	DISCLOSURE AUTHORITY: GC SECS 6254(C) AND 20134, 20134.1 AND CC SEC 1798.34. AFTER ONE YEAR MICROFILM (ITEM # THEN DESTROY ORIGINALS. (TECHNICAL SERVICES UNIT)
5	12		MICROFILM	D		PERM	20		PERM	**************************************	MEM-155 - NOTICE OF CHANGE PERM BECAUSE ONLY RECORD AVAILABLE 1984 TO 1991. RETENTION AUTHORITY: MANAGERS DECISION.
						20			20	I/X	STATE SECOND-TIER BALLOTS: 1984 ORIGINAL TWO- TIER ELECTION. DISCLOSURE AUTHORITY GC SECS
											6254(C) AND 20134, 20134.1 AND CC SEC 1798.34.
						20			20	1/X	STATE FIRST TIER BALLOTS: 1984 ORIGINAL TWO-TIER ELECTION. DISCLOSURE AUTHORITY GC SECS 6254(C) AND 20134, 20134.1 AND CC SEC 1798.34.
						20	gred		20	I/X	STATE SECOND-TIER BALLOTS: 1985 TO 1987 ANNUAL TWO-TIER ELECTION 1984 TO 1990. DISCLOSURE AUTHORITY GC SECS 6254(C) AND 20134, 20134.1 AND CC SEC 1798.34.
					to a province and the second s			***************************************			SURVIVOR BENEFIT & OASDI ELECTION CARDS STATE 1ST & 2ND TIER ELECTION BALLOTS (ADM-106, MEM- 106) ANNUAL TWO TIER ELECTION DOCUMENTS DISCLOSURE AUTHORITY: GC SECS 6254(C) AND 20134, 20134.1 AND CC SEC 1798.34. (TECHNICAL SERVICES UNIT)
*Provide to	tal of offic	ce and departr	nental								

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DEPARTMENT(1) Public Employees Retiremer	t System	SCHEDULE 010-	NUMBER (2) - 4	DATE (3)	12/1	4/93
ORGANIZATIONAL UNIT Member Services Div	ision	PAGE	3	OF	7	PAGES (4)
ADDRESS (Number 400 P Steelet	Sacramento Clty)	DEPARTME	NT OF GENERAL	SERVICES APPROV	'AL NUME	ER (5)

		and in SAM	1000						***************************************	***********		
ITEM NUMBER	FEET *	CALIFORNIA STATE	TITLE AND DESCRIPT	ION OF RECORDS	MEDIA	VITAL		RETE	NTION	-	PRA (Exempt) &	REMARKS
(Triple spac		ARCHIVES USE ONLY	(Triple space bet	ween items)	i	1 1	OFFICE	DEPT.	SRC	TOTAL	IPA	
(6)	(7)	(8)	(9)		(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
6	12		CHAINDEX: TERMINATED/DECEASED MBRS	,	P	X	PERM	moon and a more of more installation and the moon of the more of t		PERM	I/X	PERM BECAUSE: ONLY EXISTING SOURCE FOR THIS MEMBER DATA. DISCLOSURE AUTHORITY: GC SECS 6254(C) AND 20134, 20134.1 AND CC SEC 1798.34. RETENTION AUTHORITY: MANAGERS DECISION. (TECHNICAL SERVICES UNIT) Storcel in Karder Files
	7		NON-MEMBERS									
	79		MAIN FILE CHAINDEX		Φ.	X	PERM			PERM	I/X	PERM BECAUSE: ONLY EXISTING SOURCE FOR THIS MEMBER DATA. DISCLOSURE AUTHORITY: GC SECS 6250, 1798 & 20134, ET S. SOLE SOURCE FOR THIS MEMBER DATA. (TECHNICAL SERVICES UNIT) Stored in Kardey Files
	7 mannainininininin	THE REAL PROPERTY OF THE PARTY	LEGISLATION: CURRENT - L IMPACT ON PERS	EGISLATION WITH	P		ACT. +1			ACT.		ACTIVE DURING THE CURRENT 2 YEAR LEGISLATIVE SESSION (TECHNICAL SERVICES UNIT)
	ě		HISTORICAL - LEGISLATION MEMBERSHIP DIVISION	WITH IMPACT ON	P		PERM			PERM		PERM BECAUSE PROVIDES LEGISLATIVE ANALYSES WHICH ESTABLISH DIVISION POLICY AND PROCEDURES. USED ALSO FOR HISTORICAL REFERENCE.
, 8	10	Hodd (Bajlla) Asserta	FILES, EXECUTIVE: POLICY EXECUTIVE AFFECTING MEMB		Р		20			20		RETENTION AUTHORITY: MANAGERS DECISION. (DIVISION MANAGEMENT UNIT)
9	58		LETTERS/MEMOS WRITTEN BY FOR EXEC. SIGNATURE MICROFICHE		D		PÉRM			PERM	I/X	DESCRIPTION OF RECORDS: - STATE PAYROLLS; SPB RECORDS (1973-74); ANNUAL FISCAL YEAR TRANSCRIPTS (FY 81-82-CURRENT); PRE-1962 STATE PERSONNEL BOARD RECORDS: STATE CONTROLLER RECORDS (1981-CURRENT); TRANSCRIPTS; DISCLOSURE AUTHORITY: GC SECS 6254(C) AND 20134, 20134.1, AND CC SEC 1798.34. PERM BECAUSE: THESE ARE THE ONLY PAYROLL RECORDS EXISTING. NEEDED FOR READY-ACCESS REFERENCE. NEVER PURGED. RETENTION AUTHORITY: MANAGERS DECISION. (SERVICE CREDIT UNIT)
*Provide to	tal of offic	e and departn	ientai	***************************************	<u> </u>	l		<u> </u>	<u>i</u>			

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DEPARTMENT (1) Public Employees Retirement Sy	/stem	SCHEDULE 010-	NUMBER (2) 4	DATE (S	3) 12/14	1/93
ORGANIZATIONAL UNIT Member Services Division	on	PAGE	4	OF	7	PAGES (4)
ADDRESS (Number 400 P State	Sacramento ^{City)}	DEPARTME	NT OF GENERAL S	ERVICES APPRO	VAL NUMB	ER (5)

		,									
ITEM		CALIFORNIA	TITLE AND DESCRIPTION OF RECORDS	_ ≰	=		PETE	NTION		PRA (Exempt)	REMARKS
NUMBER (Triple space	\$	STATE ARCHIVES		MEDIA	VITAL		T	T	T	& IPA	REMARKS
Item	is)	USE ONLY	(Triple space between items)	(10)	(11)	OFFICE (12)	DEPT.	SRC	TOTAL		/475
(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
10	78		MICROFILM	D		PERM		**************************************	PERM	1/X	DESCRIPTION OF RECORDS: STATE PAYROLLS (1932-80) PUBLIC AGENCY PAYROLLS (1941-80) SPB RECORDS (1960-74) ANNUAL FISCAL YEAR TRANSCRIPTS (1950- 59) ANNUAL FISCAL YEAR TRANSCRIPTS (STATE ONLY) (1964-66) MEMBER ACCOUNT CARDS (1932-1950) DISCLOSURE AUTHORITY: GC SECS 6254(C) AND 20134, 20134.1, AND CC SEC 1798.34. PERM BECAUSE: THESE ARE THE ONLY PAYROLL RECORDS EXISTING
			·								NEEDED FOR READY-ACCESS REFERENCE. NEVER PURGED. RETENTION AUTHORITY: MANAGERS DECISION. (SERVICE CREDIT UNIT)
11	120		MEMBER FILES - CASES IN PROCESS	P		ACT.			ACT.	I/X	ACTIVE UNTIL CASE IS COMPLETED, THEN RETURNED TO CENTRAL RECORDS. DISCLOSURE AUTHORITY: GC SECS 6254(C), 20134, 20134.1 AND CC SEC 1798.34. (SERVICE CREDIT UNIT)
12	6		HISTORICAL WORKLOAD STATISTICS	P		10			10		RETENTION AUTHORITY: MANAGERS DECISION. (SERVICE CREDIT UNIT)
13	1		EDP LISTINGS: TRANSACTION GENERATOR WARNING MESSAGES (MBRO24F); ADJUSTMENT WARNING MESSAGES (MBRO24G);	p		ACT.			ACT.	I/X	ACTIVE FOR 2 CALENDAR MONTHS, THEN DESTROYED. DISCLOSURE AUTHORITY: GC SECS 6254(C), 20134, 20134.1 AND CC SEC 1798.34. (SERVICE CREDIT
			ADJUSTMENT/SERVICE CREDIT WARNING MESSAGES (MBR024H); OPTIONAL MEMBER WARNING MESSAGES (MBR024I); OPTIONAL MEMBER WARNING MESSAGE (MBR024I); SAFETY TRANSFER WARNING MESSAGES (MBR024J).								UNIT)

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DEPARTMENT(1) Public Employees Retiren	ent System	SCHEDULE 010-	NUMBER (2) -4	DATE (3	DATE (3) 12/14/93			
ORGANIZATIONAL UNIT Member Services E	ivision	PAGE	5	OF .	7	PAGES (
ADDRESS (Number 400 P Steelet	Sacramento Clty)	DEPARTME	NT OF GENERAL	SERVICES APPRO	VAL NUME	ER (5)		

ITEM NUMBER	FEET*	CALIFORNIA STATE	TITLE AND DESCRIPTION OF RECORDS	MEDIA	VITAL		RETE	NTION		PRA (Exempt)	REMARKS
(Triple space		ARCHIVES	(Triple space between items)	=	>	OFFICE	DEPT.	SRC	TOTAL	IPA	
(6)	(7)	USE ONLY	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)
14	2		MICROFICHE - COM	D		15			15	1/X	ALL COM APPLICATIONS: MBRO21 - AUDIT REGISTERS; PAY022 - ACTIVE MEMBER PAYLISTS; EPRO30A - PUBLIC AGENCY CONTRACT STATUS; EPR913A - PUBLIC AGENCY ALPHA LIST; 00038 - SCO DEDUCTION REGISTERS; MBR040 - MEMBER DATA BASE PURGE; P41224 - MEMBER COUNTS; P3016 - MEMBER TRANSCRIPTS; PE028 - CONTRACT STATUS; PE041- PUBLIC AGENCY LISTING; PE055 - CORRECTION AUDIT TRAIL DISCLOSURE AUTHORITY: GC SECS. 6254(C), 20134, 20134.1 ADD CC SEC 1798.34. RETENTION AUTHORITY: MANAGERS DECISION. (OPERATIONS SUPPORT & ANALYSIS UNIT)
15	1		ELECTRONIC DATA PROCESSING (EDP) LOG BOOKS: MICROFILM DELIVERY VERIFICATION, COMPUTER RUN ERROR LOG, MICROFICHE DELIVERY LOG, TRANSCRIPT BATCHING LOG, DATA DICTIONARY UPDATE LOG, STATE/PUBLIC AGENCY RUN SORTING LOG, ADJUSTMENT RUN SORTING LOG	<u> </u>		ACT. +2			ACT. +2		ACTIVE FOR 2 CALENDAR MONTHS, THEN DESTROYED. (OPERATIONS SUPPORT & ANALYSIS UNIT)
16	3		STATISTICAL DATA: MONTHLY WORKLOAD ACTIVITY REPORTS, DIVISION BUDGET MATERIALS, PERS MEMBER COUNTS	P		10			10		RETENTION AUTHORITY: MANAGERS DECISION. (OPERATIONS SUPPORT & ANALYSIS UNIT)
17	4		PERS ACC-43, PAYROLL LOGS	Ρ		2			2		(OPERATIONS SUPPORT & ANALYSIS UNIT)
18	5	i	PERS ACC-626, SUMMARY REPORTS: SUMMARY OF MEMBER EARNINGS AND CONTRIBUTIONS, EMPLOYER CONTRIBUTIONS	Ρ		4			4		(OPERATIONS SUPPORT & ANALYSIS UNIT)
19	25	ا	MISCELLANEOUS EDP JOBS	.P		3			3		(OPERATIONS SUPPORT & ANALYSIS UNIT)
20	. 1		MICROFILM	D		3			3		CONTRIBUTION REPORTING SYSTEM SUMMARY AND SUMMARY CORRECTION DOCUMENTS. PAYROLL REPORTS FROM ITEM #4. (OPERATIONS SUPPORT & ANALYSIS UNIT)
*Provide to	tal of offic	e and departn	nental				<u>L</u>	<u></u>	<u> </u>	<u> </u>	

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DEPARTMENT(1) Public Employees Retirement	System	SCHEDULE 010-		DATE (3)	12/14	1/93
ORGANIZATIONAL UNIT Member Services Divis	ion	PAGE	6	OF OF	7	PAGES (4)
ADDRESS (Number 400 P Statet	Sacramento City)	DEPARTME	NT OF GENERAL	SERVICES APPROV	AL NUMB	ER (5)

		STATE	TITLE AND DESCRIPTION OF RECORDS	MEDIA	VITAL	RETENTION				PRA (Exempt)	REMARKS		
(Triple spac iten		ARCHIVES	(Triple space between items)		>	OFFICE	DEPT.	SRC	TOTAL	IPA			
(6)	(7)	USE ONLY	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)		
21	53		PAYROLL TAPES AND DISKETTES	M		ACT.			ACT.		ACTIVE UNTIL DATA UPDATED ON MEMBER RECORDS, THEN RETURNED TO CONTRACTING AGENCIES. (INFORMATION PROCESSING UNIT)		
22	4		PAYROLL LOG (ACC-43)	P		2			2		(INFORMATION PROCESSING UNIT)		
25	5		SUMMARY REPORTS (ACC-626): SUMMARY OF MEMBER EARNINGS AND CONTRIBUTIONS AND EMPLOYER CONTRIBUTIONS.	P		4			4	THE CONTRACTOR OF THE CONTRACT	(INFORMATION PROCESSING UNIT)		
24	25		MISCELLANEOUS EDP JOBS	c		3			3	**************************************	(INFORMATION PROCESSING UNIT)		
25	1		MICROFILM	D		3	SESSIONAL PROPERTY OF THE PROP		3		CONTRIBUTION REPORTING SYSTEM SUMMARY AND SUMMARY CORRECTION DOCUMENTS (INFORMATION PROCESSING UNIT)		
26	1		MICROFICHE-COM	D		3			3		COM: PEO28-CONTRACT STATUS; PEO41-PUBLIC AGENCY LISTING; PEO55-CORRECTION AUDIT TRAIL		
27	21		MICROFICHE-COM	D		ACT.			ACT.		(INFORMATION PROCESSING UNIT) COM APPLICATION: PEO58 THRU PEO60-ACTIVE PAY (PUBLIC AGENCIES) CURRENT UNTIL REVISED/OBSOLETE. (PAYROLL AUDITS UNIT)		
28	4		EDP LISTINGS: CRE100A-DISCREPANCY EXTRCT; CRE200C-PAYROLL UNKNOWNS; CRE200Z-RECORDS PROCESSED; CRU200A-EXTRCT ACTIVITY LOG; CRM100B-PRIOR/CURRENT EMPLOYERS PROCESSED	С		2	Filse-demonstration with the second s		2		(PAYROLL AUDITS UNIT)		
29	3		PAYROLL PROBLEM LISTINGS	P		1			1		(PAYROLL AUDITS UNIT)		
*Provide to	tal of offic	 ce and departn	l nental							<u> </u>			

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DEPARTMENT(1) Public Employees Retirement	System	SCHEDULE 010	NUMBER (2) -4	DATE (3)	12/14/93	
ORGANIZATIONAL UNIT Member Services Divi	sion	PAGE	7	OF	7	PAGES (4
ADDRESS (Number 400 P Stephet	Sacramento Chy)	DEPARTME	NT OF GENERAL	SERVICES APPROV	AL NUME	ER (5)

		and in Orm											
NUMBER FEET *		CALIFORNIA STATE	TITLE AND DESCRIPTION OF RECORDS		VITAL	RETENTION				PRA (Exempt)	REMARKS		
(Tripio spac iten		ARCHIVES USE ONLY	(Triple space between items)	MEDIA	>	OFFICE	DEPT.	SRC	TOTAL	IPA			
(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17)		
30	48	Hedd / Medhy Angluce	CORRESPONDENCE FILES: LETTERS & CORRESPONDENCE, REPORTABLE AND NON-REPORTABLE ITEMS BASED ON AGENCY'S MOULETTERS FOR PAYROLL REPORTING PROBLEMS, ETC.	Δ.		3			3	X/I	DISCLOSURE AUTHORITY: GC SECS 6254(C), and 20134, 20134.1 and CC SEC 1798.34. (PAYROLL AUDITS UNIT)		
31	15		TRANSCRIPT OF ACCOUNTS REQUIRING ADJUSTMENTS	Р	W	ACT.			ACT.		ACTIVE UNTIL ACCOUNTS ARE ADJUSTED THEN TO MEMBER FILE. (PAYROLL AUDITS UNIT)		
32	39		PERS ACC-625, PAYROLL REPORT	C		ACT.	- Control - Cont		ACT.		ACTIVE UNTIL BUSINESS MONTH IS CLOSED, THEN MICROFILM. HARD COPY DESTROYED. MICROFILM JOB #PE043. (INFORMATION PROCESSING UNIT)		
33	8		HISTORICAL SAFETY ELECTION MATERIAL	P		ACT.	entition and an article and article article and article article and article article and article article article and article articl		ACT.		ACTIVE UNTIL REVISED OR OBSOLETE. LISTS OF MEMBERS AND CLASSES INVOLVED. CORRESPONDENCE FROM CONTRACTING AGENCIES.		
34	4		SURPLUS ASSETS & IDDA REPORTS	P		ACT.	MINISTERIO CANANCIA CALCARDES ESCULLAR ESTRUCTURA ESTRUCTURA DE LA CONTRACTOR DE LA CONTRAC		ACT.		(IDDA - INDIVIDUAL DIVIDEND DISBURSEMENT ACCOUNT) ACTIVE UNTIL OBSOLETE, THEN DESTROYED.		
35	16		HISTORICAL PERSONNEL MATERIAL	Р		ACT.	***************************************		ACT.		ACTIVE UNTIL OBSOLETE, THEN DESTROY.		
	688		TOTAL CUBIC FEET (RECORDS ONLY)						·				
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